

**MINUTES
YANCEYVILLE TOWN COUNCIL
December 5th, 2017
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on December 5th, 2017 at 7:00 PM.

Council members present: Alvin Foster- Mayor, Odessa Gwynn- Mayor Pro Tem, Keith Tatum, and Brian Massey

Council member absent: Margie Badgett-Lampkin

Staff: Brian Collie- Town Manager, Lee Farmer- Town Attorney, and Kamara Graves- Assistant Town Clerk

Item 1: Call to Order

Mayor Alvin Foster called the meeting to order at 7:00 PM. Meeting opened with a silent prayer. He asked all to stand for the pledge of allegiance. Mayor Foster also stated that the Yanceyville Town Council rules and procedures reflect the revisions of the North Carolina open meeting law of the North Carolina General Statutes, a copy of the Yanceyville Town Council rules and procedures are available upon request. It is a policy of the Yanceyville Town Council to allow 15 minutes during each month's meeting for Public Comments. Individuals will be called in the order in which they signed up. Depending on the number of individuals time limits maybe assigned.

Item 2: Review and Adoption of Agenda – Mayor & Council

Mayor Foster then asked Council for a motion to approve the agenda as presented with any additions or deletions. Mayor Pro Tem Gwynn made a motion to approve the agenda. The motion was seconded by Councilman Massey and passed with an unanimous vote.

Item 3: Consent Agenda- Minutes from November 14th, 2017

Mayor Foster asked Council to review the minutes from the November 14th, 2017 Town Council Meeting. Councilman Tatum made a motion to adopt the consent agenda minutes from November 14th, 2017 as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed with an unanimous vote.

Item 4: Public Comment

Mayor Foster asked some of the committee members that were present from the Tree Lighting Ceremony and the Winter Trail of Lights to stand and be recognized for a job well-done. He thanked them for their service. Mayor Foster stated that this was a group effort. Groups included Horticulture, Caswell County Historical Association, Caswell Funds, North Village Pharmacy, Caswell Family Medical Center, Town of Yanceyville and others.

Mayor Foster introduced Greg Purcell. Town Manager Collie stated, just to give an introduction, Mr. Purcell has been hired by Inframark (formerly Severn Trent) who the Town agreed to contract with the, starting January 1, 2018 for the full-service operation of the Town's Water and Wastewater facilities. Town Manager Collie welcomed Mr. Purcell to the Town.

Mr. Purcell stated, he is glad to be working with the Town of Yanceyville as the Plant Supervisor for the Water and Wastewater Facilities. He stated that the company aims to provide great service for the Town.

Mayor Foster asked, if there were any questions for Mr. Purcell at this time. Mayor Foster welcomed Mr. Purcell to the Town, and thanked him for attending the meeting.

Item 5: Oaths of Office -Mayor -Elect and Council -Elect

Town Manager Collie recognized Mr. John Satterfield, Superior Court Clerk of Caswell County, who would be administering the Oaths of Office to the Mayor and Councilmembers.

Mr. John Satterfield, Superior Court Clerk administered the Oath of Office for the Mayor of the Town of Yanceyville to Alvin W. Foster.

Mr. John Satterfield, Superior Court Clerk administered the Oath of Office for Council member of the Town Yanceyville to Brian Massey.

Mr. John Satterfield, Superior Court Clerk administered the Oath of Office for Council member of the Town Yanceyville to Keith Tatum

Item 6: Organization of the Town Council

Mayor Foster stated that pursuant to the Town Charter, the Town Council is to elect a member of the Town Council to serve as Mayor Pro Tem. Mayor Foster stated that nominations for Mayor Pro Tem were now open. Councilman Massey made a motion to elect Mrs. Odessa Gwynn, to serve as Mayor Pro Tem. The motion was seconded by Councilman Tatum. Nominations for Mayor Pro Tem were then closed after no further

nominations were made. The motion passed with an unanimous vote for Mrs. Odessa Gwynn to serve as Mayor Pro Tem.

Mr. John Satterfield, Superior Court Clerk administered the Oath of Office for Mayor Pro Tem of the Town of Yanceyville to Odessa D. Gwynn. Mayor Foster thanked Mr. Satterfield for his services.

Item 7: Appoint Council of Government Delegate

Mayor Foster then asked for nominations from Council for the Council of Government Delegate and Rural Planning Organization (RPO) representative. Mayor Foster indicated that he has previously held these roles, and would like to continue if it suites Council. Councilman Massey made a motion to reappoint Mayor Foster to serve as the Council of Government Delegate for the Town of Yanceyville and RPO representative. The motion was seconded by Mayor Pro Tem Gwynn, and passed with an unanimous vote.

Item 8: 2018 Holiday and Meeting Schedule Adoption

Town Manager Collie presented Council a proposed Holiday and Regular Meeting schedule for the 2018 calendar year. Town Manager Collie indicated the proposed calendar would follow the same Holiday schedule as the state of North Carolina, the Town Council Regular Meetings would be held on the first Tuesday of each month at 7:00 pm, with the exceptions of the following months: January, July and November scheduled for the second Tuesday, and the Planning Board Regular Meetings would be held on the third Wednesday of each month at 5:15pm.

Mayor Foster asked Council for a motion. Councilman Tatum made a motion to adopt the proposed Holiday and Meeting schedule with the discussed revisions. The motion was seconded by Mayor Pro Tem Gwynn, and passed with an unanimous vote

Item 9: Adjournment

Town Attorney Farmer stated he would like the minutes to reflect that he is submitting a petition requesting voluntary annexation of 54.70 acres as Caswell County Tax Map No. Y7, Block F, Parcel No.46. The petition was executed on November 20th, 2017. He stated he wanted to file it tonight, and bring it back before Council in January, and annexation in February.

Mayor Foster thanked everyone for their continued support, and welcomed everyone to refreshments in the lobby.

Mayor Foster asked Council for a motion to adjourn. After no further discussion, Councilman Tatum made a motion to adjourn. The motion was seconded by Councilman Massey, and passed with an unanimous vote.

Brian Collie, Town Manager/Clerk, and Kamara Graves, Assistant Town Clerk prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.

Respectively Submitted:

Alvin Foster, Mayor

Brian Collie, Town Manager / Clerk

Kamara Graves, Assistant Town Clerk